

**Town of Center Harbor
Heritage Commission Meeting**

- Approved 12/14/17-

November 16, 2017

Minutes

- I. **Call to Order:** Meeting called to order at 4:30pm. Present: Chairperson David Reilly, Roland Garland, Richard Hanson, David Hughes, Karen Ponton, Nancy Sapack (alternate); Absent: Virginia Fisher (alternate); Guest: R. Kipphut
- II. **Approval of Minutes:** Motion by R. Garland, seconded by R. Hanson that: The Minutes of October 12, 2017 be approved as writtten. Passed unanimously.
- III. **Order of Agenda & Additional Items:** No changes or additions.
- IV. **Unfinished/Continuing Business**
 - A. **Town House Rehab: Foundation Project**
 1. **Mooseplate Grant:** Still awaiting first Mooseplate disbursement. K. Ponton contacted NHDHR. Check should arrive by mid-December.
 2. **Foundation Work:** Target New England started work on the Town House foundation on October 17th. Nearly all of the crawlspace has been dug, and 6 of the footings have been poured. The contractor expects to complete the work in the next few weeks, weather permitting.
 3. **Authorization to Pay Next 25%:** Code Compliance Officer Ken Ballance and K. Ponton met with the contractor at the Town House yesterday to inspect the foundation work-to-date. K. Ballance determined that 50% of the work has been satisfactorily completed and recommended that the midpoint invoice be paid. Motion by K. Ponton, seconded by R. Hanson: To authorize the second payment of \$10,190.00 to Target New England. Passed unanimously.
 - B. **Historical Resources Inventory**
 1. **Online Historical Resources Map:** D. Reilly reported at the November 25th meeting of the Board of Selectmen about the Heritage Commission's meeting with Tim Fountain of CAI Technologies. The Selectmen agreed with the Commission's recommendation that CAI be responsible for creating the historical resources layer and uploading the survey forms. The Selectmen plan to include funding for this work (\$1,975) in the proposed 2018 budget
 2. **NHDHR Survey - Task List Update:** D. Reilly and K. Ponton met with Mae Williams on November 8th to review what has been completed and what remains to be done. Assessor records information has been entered onto nearly all of the individual surveys. Other information from previous Lakes Region Planning Commission and NHDHR surveys, additional research, 1860 and 1892 historical maps, and personal

knowledge has also been included on many of the forms. Current photos of the properties will be those from the 2017 revaluation when they become available online. Blank copies of the *Architectural Information Form* were distributed. Commission members are asked to fill out one of these forms for any properties they would like added to the draft *Historical Resource Inventory* list, and return these forms to M. Williams by mid-February. Nearly all of the remaining work relates to M. Williams writing the report, which she plans to complete by April 1, 2018.

C. Barn Survey Project: R. Kipphut provided an update of his work on the town-wide Historic Barn Survey. The *Barn Reconnaissance Inventory Form* that he is using records architectural and historical information, and may include both onsite and satellite photos. So far, he has surveyed 14 barns. (See attached list). These barns will be included in the *Historical Resource Inventory* and identified on the online historical resources map. R. Kipphut is planning another postcard mailing to about 30 barn owners, and may follow this up by “knocking on doors” to introduce himself. D. Hughes gave him the phone number for the Johanna Mead farm caretaker; N. Sapack suggested he contact the real estate agent for the John Cook property. M. Williams will include as many of the barn surveys that can be completed by December 1st in the NHDHR Survey.

K. Ponton spoke with NHPA staff member Beverly Thomas about salvaging wood from barns that are being torn down. Apparently, much of the wood salvaged from New England barns is being purchased and shipped to California. Rather than publicize salvaged barnwood online, B. Thomas suggested contacting her, as she often knows of local barn restoration projects in need of framing and lumber.

D. Heritage Fund & Requests for Reimbursement: The Commission reviewed the *Fund Report* dated November 6, 2017 (see attached) and the MVSB statement for October 2017. A newsletter about progress on the Town House rehab, including photos of the front porch repair and crawlspace excavation, has been sent to donors and prospective donors. (See attached). Motion by K. Ponton, seconded by D. Reilly to: Reimburse R. Kipphut \$33.60 for postcards and postage. Passed unanimously. Motion by D. Reilly, seconded by D. Hughes to: Reimburse K. Ponton \$74.80 for postage, envelopes and batteries. Passed with K. Ponton abstaining.

E. Village Schoolhouse Conditions Assessment & NHPA Grant: Alba Architects received and addressed comments from the NH Preservation Alliance on their draft *Assessment Report*. The revised draft has been resubmitted to NHPA for approval. The Board of Selectmen received the revised draft at their meeting last night. It will be on their agenda for discussion at a future meeting.

F. Proposed 2018 Warrant Article(s): After discussion, motion by D. Hughes, seconded by D. Reilly to: Request \$5,000 in a Warrant Article for rehabilitation of the Center Harbor Town House at the 2018 Town Meeting. Passed unanimously. R. Hanson suggested that the Commission publicize all the good work it has done and is doing by speaking at the 2018 Town Meeting when the Warrant Article is proposed.

V. New Business

A. NHPA 2018 Dues: Motion by K. Ponton, seconded by D. Hughes to: Authorize paying the \$50 annual dues for organizational membership in the NH Preservation Alliance. Passed unanimously.

B. Next Meeting: Given the Christmas holiday, consensus was to hold the next Commission meeting on Thursday, December 14th at 4:30pm.

VI. Other Business: None

VII. Adjournment: Motion by K. Ponton, seconded by D. Hughes to adjourn at 5:43pm. Passed unanimously.

Respectfully submitted,

Karen Ponton, Secretary
att(3)

Barns Surveyed	Address	Map/Lot number
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Richard & Alice Hanson	67 Plymouth Street	102-026-0000
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Mehmet Duymazlar	34 Dew Point Lane	103-012-0000
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Elliott Berkowitz	Red Hill Farm Rd	215-010-0001
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Barry Borella	250 Center Harbor Neck Rd	208-059-0000
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Mary Richardson	127 McCrillis Hill Rd	222-010-0000
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Thomas Reddy	363 Piper Hill Rd	225-012-0000
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Peggy Langan	239 Whittier Highway	103-023-0000
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Thais St. Clair	251 Whittier Highway	103-025-0000
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Roy & Myra Gordon	April Lane	208-023-0000
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Anne & Eric Strapp	35-65 Asquam Lane	205-015-0000
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Caroline & George Bigelow	111 College Rd	215-016-0000
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Kimberlee-Ann Scott	281, 293 DWebster Highway	221-043-0000
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Paul George	71 Coe Hill Rd	103-032-0000
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Ron & Stephany lavallee	199 College Rd.	214-030-000
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Talked to:

Debra Maynard	11 Sky Watch Rd	226-061-0000
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Steven Holtzmann	224, 226 College Rd	212-002-0000
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To survey:

TRACY, MARY RAND TRUST		224-035-000
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REILLY, DAVID	778 WINONA RD	224-028-000
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THE MELNICK FAMILY TRUST	182 HAWKINS POND ROAD	223-020-0000
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COOK, JOHN	314 PIPER HILL ROAD	225-019-0000
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O'BRIEN, PAUL & RULE, SALLY	252 PIPER HILL ROAD	225-023-0000
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KYLE C/O ALLEN CASWELL	43 MCCRILLIS HILL ROAD	225-025-0000
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JOHNSON, CHRIS & MARY	25 ELLIOTT ROAD	222-015-0000
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EARL, GEORGE	446 WAUKEWAN ROAD	104-019-0000	104-018-0000
WARREN J PERKINS	50,52,62,72, 85 PERKINS FARM LA	104-001-0000	
CINDY DAY KOERBER	228 WAUKEWAN ROAD	226-079-0000	
WAUKEWAN GOLF COURSE	166, 168 WAUKEWAN ROAD	226-093-0000	
KERNEN, BRANDON & REAGAN	160 DANIEL WEBSTER HGHWY	220-020-0000	
DIONNE, HENRI W JR	19 COLLEGE ROAD	220-041-0000	
LYNCH, ROBERT A & CAROLINE	57 COLLEGE ROAD	220-043-0000	
CALLAHAN, HELEN & BRENDAN	315 COLLEGE ROAD	213-002-0000	
BRASHARES, LEWIS O & EDITH	DANE ROAD	215-001-0000	
MARSHALL, CARL R & NORMA	635 DANE ROAD	214-031-0000	
PIPER FARM, LLC	308 DANE ROAD	211-012-0000	
DANE, EDW NATHAN	252 DANE ROAD	211-013-0000	
LAFHEY, BRENDAN & MAUREEN	207 COE HILL ROAD	219-001-0000	
HURST, DOUGLAS R & SUSAN	8 COE HILL ROAD	103-040-0000	
WHALEN, SALLY & THOMAS	19 WHITTIER HIGHWAY	218-008-0000	
BROWN, DONALD E & JANE	339 CENTER HARBOR NECK	208-011-0000	
Bernard Willwerth	7 Split Rock Road	221-030-0000	
Melnick Family	182 Hawkins Pond Road	223-020-0000	
Piper Farm LLC	308 Dane Road	211-012-0000	

Center Harbor Heritage Commission

Heritage Fund Summary Report (11/6/17)

I. Town Appropriations

Appropriation 2015	\$ 500.00	(\$467.16)	
Appropriation 2016	\$15,000.00	(8,435.00)*	
Appropriation 2017	\$5,000.00	(203.32)A	
		(5.00)A#	
		(901.74)B	
Appropriations Balance			<u>\$ 10,487.78</u>

II. Donations

2015 Donations	\$ 4,017.67		
2016 Donations	6,437.12	(\$ 4,119.74)**	
2017 Donations	3,475.00		
	500.00		
DoGood Cards	1,200.00		
Raffles	1,160.00		
	155.00		
Donation Jar	125.23		
	<u>11.00</u>		
	\$ 17,081.02		<u>\$ 12,961.28</u>

III. Town House Rehab

LCHIP Grant (1 st Disbursement)	\$ 10,640.00
Target New England (1 st Payment)	(10,190.00)

IV. Heritage Fund Balance (I + II + III)

\$23,899.06

V. MVSB Account

9/29/17	Statement Balance	\$33,797.38
9/26	Deposit	500.00
10/20	Transfer to Reimburse	
	Town General Fund	(203.32)
10/20	Transfer to Reimburse	
	Town General Fund	<u>(10,190.00)</u>
10/31/17	Statement Balance	\$23,904.06

Reconciliation w/Pending under I (-\$5.00)

\$23,899.06

Notes: * 2016 Town House Rehab Expenses for archaeologist, electrician & painting,
less \$10,000 Mooseplate Grant

** 2015-6 Building Conditions Assessment less \$4,000 NHPA Grant

A Town House Porch Repair

B Phase 1B Archaeology Report

Pending

VI. Operating Budget 2017

\$1,000.00

Expenses:

Donation to Historical Society for joint Program in May	(100.00)
Reimburse K. Ponton for Postage & Printer Ink	(214.20)
Reimburse K. Ponton for Yard Sign & Mailing Envelope	(25.66)
Reimburse K. Ponton for Raffle & Display Supplies	(24.35)
Reimburse R. Kippthut for Postcards & Postage	(43.65)
Reimburse K. Ponton for Raffle Supplies	(33.19)
Reimburse K. Ponton for Stamps & Misc.	(54.72)
Reimburse K. Ponton for Flashdrive, Printer Ink, Copies, Page Protectors	(49.65)
Balance:	\$ 454.58

Center Harbor Town House

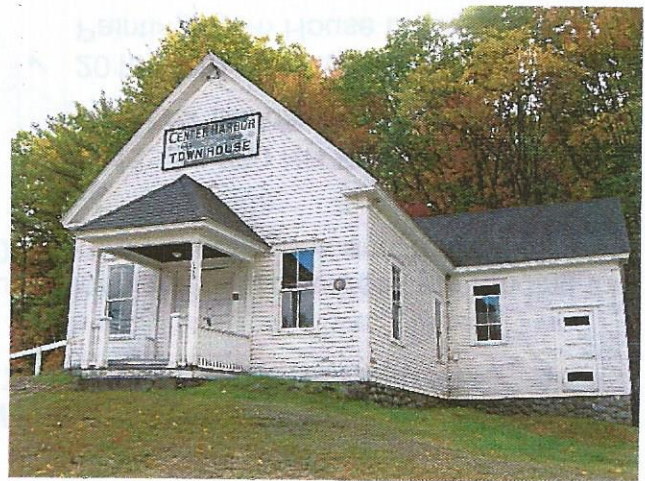
Fall 2017 Newsletter

Our Story... During the March 2015 Town Meeting, citizens of Center Harbor voted unanimously to establish a Heritage Commission. Five volunteer Commissioners were then appointed to "...work with the Select Board, Planning Board, Town Departments, the Historical Society and others to preserve, protect and enhance our historical and cultural resources..."

At its first meeting, the Heritage Commission identified the 1843 Center Harbor Town House as its top priority.

Our Town House was the center of Town administration and community activity for more than a century, having served as a meeting hall, polling location and a one-room school. The debates at Town Meetings, the elections of Town leaders and the lessons taught by dedicated teachers all took place in this little building and helped define our community.

Sadly, the building has been vacant for 25 years, and very little had been done in terms of maintenance and repairs. Without careful and attentive stewardship, the Commission realized that our historic Town House would continue to fall into disrepair and possibly ruin.



Fall 2015

And so, this project to rehabilitate the old Center Harbor Town House was launched...



A ***Building Assessment***, conducted by an architect experienced with historic preservation, serves as our roadmap for rehabilitating the Town House in a logical, step-by-step, cost-effective manner. Guided by this ***Assessment***, work began in the summer of 2016.

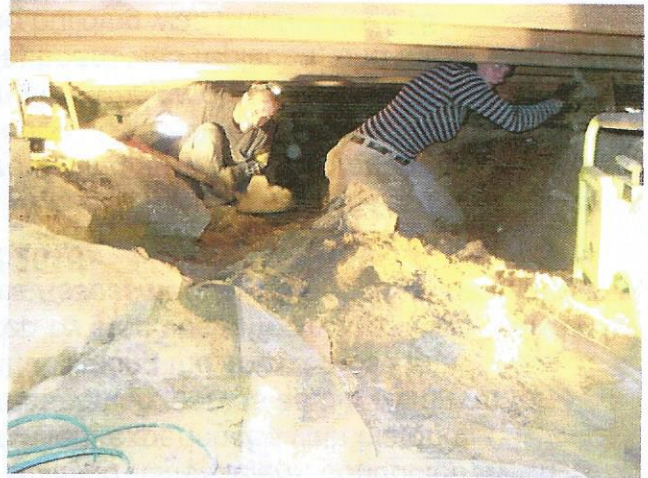
A Phased Approach... Phase I focuses on preventing further deterioration of the Town House. Concentrating first on the exterior, broken window glass was fixed, some rotten clapboard was replaced, and the outside of the building was painted in 2016.

Earlier this year, the Rotary Club of Meredith generously donated the labor to repair the front porch. Royea Graphics, a small local company, kindly donated restoration of the building sign. Also, the chimney was repointed and trees overhanging the Town House were either pruned back or removed.

Work on the foundation started in mid-October. A crawlspace was dug by hand and proper footings are now being installed to replace the old stone piles that were supporting the building. The decayed, louvered wood vents in the foundation are being rebuilt. Once the vapor barrier is in place and some minor repairs are made to the fieldstone walls, the foundation work will be completed.

The next step is replacing the roof in 2018 or 2019. Then, the exterior will be done and work will move inside. Additional support will be added beneath the stage. The original plaster ceiling will be repaired; the historic wood beadboard cleaned; the floor refinished; and the walls and ceiling painted.

Phase 2 addresses future plans to return the Town House to public use. The electrical service will need to be upgraded. Renovating the unfinished woodshed addition to provide a second entrance and an accessible public restroom is being considered. Also, the parking area may be reconfigured to allow new and better access from Waukegan Road, while maintaining the rural setting.



Please Help Support the Town House Rehabilitation Project with Your Tax-deductible Donation. Your check should be payable to: The Center Harbor Heritage Fund. A return envelope is enclosed.

Private and corporate donors, grant agencies, foundations and public sources are funding the Town House rehabilitation. Thus far, nearly \$82,000 in grants, donations and Town appropriations has been raised:



Fall 2017

- ✓ 2015: \$4,000 NH Preservation Alliance Grant for *Building Assessment*
- ✓ 2016: \$10,000 Mooseplate Grant for Painting Town House Exterior
- ✓ 2016: \$21,280 NH Land & Community Investment Matching Grant for Town House Foundation
- ✓ 2017: \$10,000 Mooseplate Grant for Town House Foundation
- ✓ \$17,100 Individual & Corporate Donations

For over a century, the people of Center Harbor gathered at our Town House to plan and create a new life for themselves, their children and generations to come. With your support, our Town House will once again be a vital center of civic, public and cultural activity for Center Harbor and its neighboring communities. Thank you.